

**Program Management
Professional (PGMP®)
Certification Exam
Preparation**

Program Management Professional (PGMP®) Certification Exam Preparation

Class Length: 4 Days

Contact Hours : 16

Category: Project Management

Program Objectives:

By the end of the program, participants will be able to:

- What a program is, how it fits within a project/program portfolio, and how it differs from portfolios and projects
- How to structure a program, create a program board to ensure effective governance, identify and sequence the projects, estimate, schedule, optimize resources, set up communication, collaboration and reporting structures, and coordinate ongoing operations with projects that may effect and be effected by them
- How to align program objectives with those of the organization as well as the community within which it will operate and produce results
- To identify program management activities across the program management process groups: initiating, planning, executing, monitoring and controlling, and closing, and the applied best practices to perform them in varying situations
- Use the importance of the benefit realization plan to build, manage, communicate, monitor and control it, and most importantly, to realize expected benefits
- Identify the essential skills of the effective program manager and manage a team of project managers, operational leads, marketing teams, executives, clients, regulators, partners and suppliers and assess your own and your group's level of proficiency and plan for growth

Course Synopsis

Programs are set up and initiated to meet key corporate goals and objectives and deliver benefits and consist of component projects. Program management provides the structure and governance necessary to manage these constituent projects more efficiently. It allows decision making at an appropriate level that leverages the best and most optimized benefit delivery mechanism from the constituent projects, otherwise not possible if these projects were managed individually.

The goal of this course is to equip the participants with the necessary knowledge, skills, and techniques to set up, plan, manage, and control programs based on the PMI® *Standard for Program Management*. You will learn and apply the principles of program management through a case study and up to thirteen exercises. Candidates can select from either two scenarios, or if attending in groups of 4 or more, to use their own programs as the case scenario and conduct the thirteen exercises to practice key elements of a program life cycle.

Program Outline/Seminar Contents:

Getting Started

- Introductions
- Course structure
- Course goal
- Course objectives
- Target audience

Project Management Context & Concepts

- Programs, projects and portfolios – what they are and how they relate
- Program management and program managers: managing complex efforts to realize benefits
- Benefit management
- Stakeholder management
- Governance: program management office and program boards
- *Standard for Program Management* overview

Program Management Life Cycle

- The difference between program life cycle and program management process
- Characteristics of the program life cycle
- Benefit management and the program life cycle
- Program governance and the program life cycle
- Five phases of program life cycle:
 - Pre-program Preparation
 - Program Initiation

- Program Setup
- Delivery of Program Benefits
- Program Closure

Initiating the Program

- Initiating a program
- Authorizing constituent projects
- Initiating a team

Planning the Program

- The program management plan
- Interface and transition planning
- Planning program scope, schedule, cost, resources, and quality
- Planning program communication, risk, and procurement
- Planning measurement and performance evaluation

Executing the Program

- Directing and managing program execution
- Acquiring and developing the program team
- Performing quality assurance and information distribution
- Managing procurement activities

Monitoring and Controlling the Program

- Program integrated change control
- Monitoring and controlling program work
- Controlling program resources, scope, quality, schedule, and cost
- Controlling program risks, issues, communication, and contracts
- Measuring benefits realization

Closing the Program

- Closing the program
- Closing components



- Closing contracts

Interim and post-program reviews



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